

# Equality and Diversity Policy

**Whistleblowing International Network (WIN)** is committed to encouraging equality and diversity among our workforce, and eliminating unlawful discrimination.

The aim is for our workforce to be representative of all sections of society and for each employee to feel respected and able to give their best.

The organisation is opposed to any unlawful discrimination including that affecting its members, associates or the public.

## **The policy's purpose is to:**

- provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time.
- not unlawfully discriminate because of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex, gender, and sexual orientation.
- oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities.

## **The organisation commits to:**

- encourage equality and diversity in the workplace as they are good practice and make business sense.
- create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.
- educate all staff about their rights and responsibilities under the equality policy. Responsibilities include conducting oneself in a manner that helps the organisation to provide equal opportunities in employment, and to prevent bullying, harassment, victimisation and unlawful discrimination.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, any members, associates or other working partners of WIN, and the public.

- take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, any members, associates or other working partners of WIN, the public and any others in the course of the organisation’s work activities.

Such acts are considered misconduct and will be dealt with seriously under the organisation’s grievance and/or disciplinary procedures. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

- make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
- decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
- evaluate how well we are meeting the aims and commitments set out in the equality policy and assess how the equality policy, and any supporting action plan, are working in practice, including reviewing them annually, and considering and taking action to address any issues.

The equality and diversity policy is fully supported by the Executive Director and the Board of Trustees.

Details of the organisation’s grievance and disciplinary policies and procedures will be provided to all staff, including with whom an employee should raise a grievance – usually the Executive Director.

Use of the organisation’s grievance and/or disciplinary procedures does not affect an employee’s right to make a claim to an employment tribunal within three months of the alleged discrimination.

**END OF POLICY**

<b>Date adopted</b>	9 <sup>th</sup> May 2019
<b>Last updated</b>	